

**INTERAGENCY COORDINATING COUNCIL  
COMMITTEE MEETING MINUTES**

**COMMITTEE:** Quality Assurance and Personnel and Program Standards

**RECORDER:** Peter J. Guerrero

**DATE:** March 21, 2002

**COMMITTEE MEMBERS**

**PRESENT:** Linda Landry, Co-Chair, Brigitte Ammons, Jim Bellotti, Fran Chasen, James Cleveland, Toni Doman, Susan Ferrell, Lois Pastore, Julie Woods

**STAFF:** Peter J. Guerrero, WestEd/CPEI

**DDS LIAISONS:** Cheri Schoenborn

**CDE LIAISON:** Melody James

**ABSENT:** Ruth Cook, Janet Eaton, Livia Faure-Gault, Diane Kelligrew, Kris Pilkington, Marie Kanne Poulsen, Virginia Reynolds, Sharon Tettayah

**GUESTS:** Rick Ingraham, Maurine Ballard Rosa, Ellie Lynch, Claire Cavallero, Susan Graham

**SUMMARY OF IMPORTANT POINTS AND ACTIONS CONSIDERED**

**I. Introduction and Comments:**

The committee was called to order at 1:45 PM. Linda Landry, Co-Chair presided. Those present introduced themselves. Melody James has been appointed to the committee representing California Department of Education (CDE). Welcome Melody. Rick Ingraham, DDS State Agency Representative and Mac Peterson, ICC Chair, visited all committee meetings today.

**II. Agenda Review:**

A revised agenda was presented to the members of the committee. Maurine Ballard Rosa, Ellie Lynch and Claire Cavallero will provide an update on the Distance Learning Project.

Representatives from Sonoma State CHIS Project regarding alignment of children with special needs in the CDE/CDD Desired Results Program Standards have been rescheduled, at their request, to the May 30<sup>th</sup> committee meeting in Burbank.

**Action: Peter Guerrero to coordinate with the Sonoma State CIHS Project.**

**III. Review and Approval of Minutes:**

Minutes of the January 24 meeting were reviewed and approved.

- IV. Special Presentation:** Maurine Ballard Rosa, Ellie Lynch and Claire Cavallero provided an update on the status of the Early Start Distance Learning Project. The Project is a five-year federally funded program to provide instruction to students in early intervention programs who reside in rural areas in coordination with five institutions of higher learning across the state. The project allows cohorts of students to convene in various community locations and receive real-time interactive instruction through links with the various colleges. Experiences and recent study findings which, among other things, demonstrated increases student perceived increased competence and satisfaction with the Distance Learning Project model were shared. A brochure was provided and is attached to these minutes.

**ACTION: Assess interest of the Committee of the Whole (COTW) on the Distance Learning Project presentation.**

**IV. Committee Tasks and Activities:**

- A. Parent Satisfaction Survey Update – Ken Freedlander reported that the Department is reviewing the preliminary draft of the recently completed survey. He had hopes of presenting findings at today's meeting but the review process and subsequent required approval by the Governor's office is taking more time than anticipated.

He did share that the overall satisfaction rate is very good with an average rating of 7.5 or higher in all areas on a 1-10 scale. Ken will present findings at the May meeting of this committee or at the COTW provided that appropriate administrative clearances have been obtained.

**Action: Rick Ingraham should be consulted as to the best venue for the presentation.**

- B. Early Start Monitoring Process – Ken reported that marked improvement in program implementation has been noted. There are still areas that are presenting challenges across the state. These include:
- Completing the Multidisciplinary Assessment Process within the 45 day timeline
  - Completing hearing and vision assessments
  - Accomplishing needed specialty evaluations within the 45 days prior to the IFSP meeting
  - Convening periodic reviews after the initial IFSP to review the assessment information that could not be obtained within the initial 45 days
  - Obtaining evaluation and assessment by qualified personnel because of rates and scarcity of some specialist providers/vendors

In addition IFSP participants are being identified by name only with no indication of their qualifications. Ken also reports some areas have inconsistent levels of regional center clinical or consultant oversight of progress and continuation of services except in those instances where cost impact is a concern.

On the plus side he notes a constant and abundant increases in levels of compliance and requirements. As an example, there is considerable increase in documented evidence that: consents are being obtained, parents are being notified about procedural safeguards and routinely referred to FRC-Ns. In addition, required elements of outcome statements are present in IFSPs.

Reports of recent monitoring visits to Regional Centers of the East Bay, Orange County and Alta Regional Center are being processed are being crafted at this time. Central Valley Regional Center will be visited in April. Redwood Coast Regional Center is scheduled for May.

Parent participation on monitoring teams continues to be a challenge. Participants have been solicited at FRC-Ns, the ICC and through the regional centers. A mechanism for training regional teams is being considered.

There was discussion about the ways to increase participation and the appropriateness of parents receiving payment for time spent on review teams (in addition to reimbursement of any costs). The QAPPSC remains interested in pursuing the issue.

The committee members expressed their appreciation to Ken for his informative updates.

- V. **Other:** 1) The committee reviewed a statement prepared by the department for inclusion into the FY 2001 Early Start Annual Report, made revisions and suggested additions.
- 2) James Cleveland distributed copies of the San Diego Regional Center Infant Development Program Quality Assurance Report tool. It is attached to these minutes.
- VI. **Adjournment:** The committee adjourned at 4:30 PM.